



DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES  
**ENVIRONMENTAL LABORATORY**  
1400 BROADWAY, HELENA, MT 59620  
PHONE (406) 444-2642 FAX (406) 444-2617

## Sampling Instructions

### Haloacetic Acids

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#### Sampling Supplies:

Sampling bottle – 1-liter glass amber bottle, with preservative inside  
Ice packs  
Cooler



#### Instructions:

Samples must be collected from your distribution system. Collect samples as early in the week as possible (Monday through Wednesday are best) and ship them to the laboratory immediately after collection.

1. Freeze the ice packs the day before sample collection
2. On the day of sample collection, remove the aerator or screen from the cold water tap and run the water for several minutes
3. Without rinsing the collection bottle, fill it to the neck from the water tap
4. Replace the cap tightly
5. Label the bottle with Public Water Supply ID #, Sample ID or location, collect date and time
6. Fill out the enclosed information sheet
7. Pack the cooler securely with the ice packs, to prevent the bottles from moving during shipment
8. Ship the cooler back to the lab as soon as possible.
9. If you have any questions, please call 406-444-2642